

**CITY OF MOUNTAIN VIEW
CLASS SPECIFICATION**

Position Title: Tree Trimmer III	Job Family: 6
General Classification: Front-Line	Job Grade: 20

Definition: To provide lead supervision over assigned tree maintenance personnel; and to perform skilled tree maintenance work.

Distinguishing Characteristics: This is the advanced journey-level class in the Tree Trimmer series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and complexity of duties assigned. Employees perform the most difficult and responsible types of duties assigned to classes within this series, including performing technically complex tree maintenance duties requiring specialized knowledge, skills and abilities and/or providing lead supervision over assigned staff. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility. Positions at this level may, and often do, exercise technical, functional or lead supervision over lower level positions. Lead responsibility is typically over a three- to four-person crew and is assigned on an ongoing basis.

Supervision Received and Exercised: Receives direction from the Tree Supervisor/Arborist; exercises functional and technical supervision over assigned maintenance personnel.

Examples of Duties: Duties may include, but are not limited to, the following:

1. Provide lead supervision and training over assigned tree maintenance personnel; review work and control quality of work; provide input into employee evaluations.
2. Conduct inventory of City trees; assist in developing work plans, procedures and schedules.
3. Order supplies and equipment for work projects; maintain records of purchase orders.
4. Perform skilled maintenance, repair and installation work related to tree maintenance.
5. Assist supervisor in reviewing and evaluating outside contracts for City-wide tree trimming; may provide inspection of sidewalk repair contracts.

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6. Handle complaints and answer questions from the public.
7. Perform emergency repairs, as necessary, establish proper traffic control devices in doing such work.
8. Perform minor adjustments on small equipment; maintain tools and equipment in working order.
9. Maintain logs of daily activities.
10. Perform other duties as assigned.

Minimum Qualifications:

Knowledge of: Principles and practices of arboriculture and tree maintenance; principles and practices of reviewing and evaluating others' work; materials and methods used in the maintenance of trees; principles and practices of safe work and driving; pertinent department rules and procedures; pertinent traffic laws related to tree trimming maintenance; and appropriate record keeping techniques.

Ability to: Assign and review the work of others; operate light equipment (chain saws, generators, chipper) and heavy equipment (tree truck, dump truck, tractor, fork lift, water tanker) skillfully and safely; perform skilled tree maintenance duties; perform heavy manual labor and climb trees; understand and follow oral and written instruction; establish and maintain effective working relationships with those contacted in the course of work; and maintain accurate work records.

Experience and Training Guidelines: Any combination of experience and training will qualify if it provides for the required knowledge and abilities.

Recommended: Three years of increasingly responsible tree maintenance experience. Training equivalent to the completion of the 12th grade supplemented by courses in arboriculture, pesticide management or a related field, plus completion of City's or college-level supervisory training course prior to or within two years of appointment. ISA Arborist Certificate preferred.

Required Licenses or Certificates: Possession of a valid California Class B driver's license. Possession of a valid California Class A driver's license may be required in some assignments. Possession of, or ability to obtain, a Qualified Pesticide Applicator Certificate may be required by the position.

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Working Conditions: Preemployment and periodic respiratory examinations may be required for this position.

Established October 1991

Revised May 1995

CLASS SPECS

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